



TOWN OF KINGSTON
BOARD OF SELECTMEN
OPEN SESSION
MINUTES
TOWN HOUSE-26 EVERGREEN ST. ROOM 200 & VIA ZOOM
September 12, 2023

6:00 p.m. – CALL TO ORDER – ROOM 200

Chairman Kimberley Emberg called to order the meeting of the Board of Selectmen at 6:02 p.m.—selectmen in attendance: Donald Alcombright, Sheila Vaughn, and Eric Crone.

Staff Present: Keith Hickey, Town Administrator; Gloria Mitchell, Assistant Town Administrator; and Patricia Tucker, Assistant to the Town Administrator and the Board of Selectmen.

ANNOUNCEMENTS:

- This meeting is recorded. Anyone intending to make an audio or video recording of this meeting should notify the Chair at this time.
- Financial Assistance Applications are available on the Town's website or by calling the Selectmen's Office.
- The Fall Town Meeting is on Tuesday, October 24, 2023, at 7 p.m. at the Kingston Intermediate School.
 - Joint meeting with Finance Committee – October 10 for review of the warrant
- The Board of Health offers flu clinics on the following Wednesdays, September 20 and October 18, from 9 a.m. to 11 a.m. at the Town House. Pre-registration is required. Please call the health office at 781-585-0503 to register.
- The following Boards/Committees are looking for volunteers. Please reach out to the Board of Selectmen's office for more information.
 - Community Preservation Committee – Ms. Emberg read the CPC mission statement and the duties they follow.
- The Agricultural Fair was a success this past weekend.
- Upcoming Events
 - Brush Chipping at the Transfer Station is the 3rd Saturday of the Month until October.
 - Farmer's Market will be held at Grays Beach on Sunday, October 1.
 - Harbor to the Bay Bike Ride will occur on Saturday, September 23; more information is available on the Selectmen's website.
 - Hope Float's Memory Walk will occur on Saturday, September 30; more information is available on the Selectmen's website.
- Mr. Bouchard had a new baby girl yesterday!

OPEN FORUM:

Ms. Elaine Fiore, 60 Cole Street, President of the Friends of the Council on Aging group, attended to say that at the last BOS meeting, during Open Forum, the Director of Elder Affairs announced the concept of a Café. The structured Thursday luncheon would be eliminated by having a Café on Tuesdays, Wednesdays, and Thursdays. She continued by saying that the Friends group attended Open Forum to request Thursday lunches remain, with one meal served at 11:30am. Ms. Fiore

stated that the visitors to the Senior Center are showing the Board their presence to request that the Café be available on Tuesdays and Wednesdays but not Thursdays in order to keep the existing structured luncheon, with one meal being served at 11:30am for upwards of 80 people. She added that if the cost of the meals is the issue, she suggested adding to the Senior Center's operating budget to allow a Café for two days to continue the Thursday luncheon, increasing the Food Services Supplies line item by \$10,000. She also invited the Selectmen to the Friends Group Holiday Luncheons on Thursday, November 16, for Thanksgiving and December 14 for Christmas at the Center. Ms. Fiore added that the Friends have sponsored these luncheons since the Reed Building, well over 30 years.

Gail Burgess of 14 Chipman Way said she has lived in Kingston for many years, and spoke about how she attends Thursday luncheons and would like them to continue.

Mary Boutin of 17 Hillcrest Road said she attended the meeting to speak in favor of keeping the Thursday luncheon.

Lucille Colletta of School Street said that she agrees with the other residents about the Thursday luncheon being liked but feels, as a kitchen worker, that serving 80 people at a Thursday luncheon is a lot of work, and described how much work it is, she added that she likes the idea of the café and encouraged people to be open minded about the change and to give it a try.

Jack Sullivan stated that he and his wife have lived in Arbor Hills Estates off of 106 and have been in Kingston for 1.5 years. He said that when they first came to Kingston, they began going to Thursday lunch and enjoyed it, and it was not about the food; it was about the people.

APPOINTMENTS:

RESIDENT TREE KUCHARICH REQUESTED TO PROVIDE AN UPDATE TO THE BOARD REGARDING MAY AVE/POST COURT PROPOSED 40B

Ms. Emberg introduced Ms. Kuharich of 5 Post Court and Nathan Hedberg, who requested to come before the Board to provide an update on the May Ave/Post Court proposed 40b and the upcoming scheduled mediation.

Ms. Kuharich explained that she is before the Board to ask for their continued support regarding the proposed 40B project that was initially requested for 24 Units on three plots of land that total 1.6 acres, including wetlands. The ZBA permitted four units, and it was appealed to the State. The Town dismissed the appeal.

Mr. Hedberg read a statement that has been added to the meeting packet.

Below are some of our continued concerns regarding the proposal. This list is incomplete. Since the Applicant is not voluntarily making the changes to its project that would address the outstanding concerns, we respectfully request that the Board of Selectmen support the Zoning Board of Appeals' imposition of the necessary conditions on any comprehensive permit.

- Environmental Impact
- Flood Risk
- Safety
- Quality of Life

PUBLIC HEARING: PETITION FROM NSTAR ELECTRIC COMPANY DBA EVERSOURCE ENERGY REQUESTING INSTALL UNDERGROUND CABLE AND CONDUIT AND ONE HANDHOLE ON WEST AVENUE AND ROCKY NOOK AVENUE

Ms. Emberg explained that we received a request from NSTAR who is seeking to install an underground cable and conduit to install 148' +/- of 3" PVC conduit and one handhole no 235/HJ2 at West Avenue and Rocky Nook Avenue.

Ms. Emberg read the public hearing notice:

Public Hearing Notice

Notice is hereby given that the Kingston Board of Selectmen will hold a public hearing on the Petition of NSTAR Electric Company dba Eversource Energy to locate underground cables, conduits, manholes, including the necessary sustaining and protecting fixtures, in, under, along, and across the following public ways:

West Avenue and Rocky Nook Avenue:

Underground Cable and Conduit location – Install 148' +/- of 3" PVC Conduit and one (1) handhole no. 235/H2

The hearing shall take place on Tuesday, September 12, 2023, and the meeting will begin at 6:00 p.m. in Room 200 at the Town House, 26 Evergreen Street, Kingston, MA. Persons interested are invited to attend and be heard in this matter.

Motion by Mr. Alcombright, seconded by Mr. Crone, and a 4-0-0 vote,
VOTE: I move the Board of Selectmen to open the public hearing.

Jessica Elder is the representative for Eversource and explained the request. Ms. Emberg asked if the other residents have underground wires in that neighborhood, and Ms. Elder confirmed that they do. Ms. Emberg asked about the traffic impact and Ms. Elder stated there would be minimal impact to traffic on the road during the installation.

There were other no questions by the Board.

Motion by Mr. Alcombright, seconded by Mr. Crone, and a 4-0-0 vote,
VOTE: I moved the Board of Selectmen to close the public hearing.

Motion by Mr. Alcombright, seconded by Mr. Crone, and a 4-0-0 vote,
VOTE: I move the Board of Selectmen to approve the request from NSTAR Electric Company dba Eversource Energy to install an underground cable and conduit to install 148' +/- of 3" PVC conduit and one handhole no 235/HJ2 at West Avenue and Rocky Nook Avenue.

PUBLIC HEARING: PETITION FROM VERIZON NEW ENGLAND, INC. AND NSTAR ELECTRIC COMPANY DBA EVERSOURCE ENERGY REQUESTING TO INSTALL ONE JO MID-SPAN POLE 19/23.5 ON BROOK STREET.

Ms. Emberg read the public hearing notice.

Public Hearing Notice

Notice is hereby given that the Kingston Board of Selectmen will hold a public hearing on Petition #MA2023-25 from Verizon New England Inc. and NSTAR Electric Company dba Eversource Energy, proposing to place new facilities – Pole 19/23.5 on Brook Street.

Install one (1) JO mid-span pole 19/23.5 on the southerly side of Brook Street, west of the intersection with Second Brook St. The new location is approximately one hundred twenty-seven (127) feet southwest of the centerline of Second Brook Street, and is forty-two (42) feet northeasterly of existing pole 19/22; and is one hundred fifty (157) feet southwesterly of existing pole 19/2.

This installation is being requested by Eversource to elevate the wires because the current pole span is too long.

The hearing shall take place on Tuesday, September 12, 2023, and the meeting will begin at 6:00 p.m. in Room 200 at the Town House, 26 Evergreen Street, Kingston, MA. Persons interested are invited to attend and be heard in this matter.

Motion by Mr. Alcombright, seconded by Mr. Crone, and a 4-0-0 vote,
VOTE: I move the Board of Selectmen to open the public hearing.

James Murphy, representing Verizon, mentioned that it is a long span and discussed how this will happen. Ms. Emberg discussed the school traffic and wanted to let them know that the intersection of Brook and Second Brook are very busy during school drop off and pick up and they would need to work around those times.

There was no comment from the Board.

Motion by Mr. Alcombright, seconded by Mr. Crone, and a 4-0-0 vote,
VOTE: I move the Board of Selectmen to close the public hearing.

Motion by Mr. Alcombright, seconded by Mr. Crone, and a 4-0-0 vote,
VOTE: I move the Board of Selectmen to approve the request from Verizon New England Inc. and NSTAR Electric Company dba Eversource Energy, proposing to place new facilities – Pole 19/23.5 on the southerly side of Brook Street, west of the intersection with Second Brook Street.

REQUEST FROM WATER DEPARTMENT TO USE ARPA FUNDS FOR MAIN STREET WATER MAIN UPGRADE PROJECT

Ms. Emberg explained that there is a request from the Water Department.

Bob Kostka of the Water Department mentioned that he met with Finance Director Carol McCoy, who discovered that the Water Department's actual revenues would not meet the anticipated revenues.

Mr. Kostka discussed that this is due to the moratorium and that there have not been any new hookups because of it which has had an impact on their budget. To address the FY24 budget deficit, the Finance Director recommends reducing the amount used from Water Retained Earnings and replacing the funding with an additional \$200,000 in ARPA funds.

Ms. Emberg asked, and Mr. Hickey confirmed that the remaining ARPA fund balance will be \$708,873.27 if this request gets approved.

Motion by Ms. Vaughn, seconded by Mr. Alcombright, and a 4-0-0 vote,
VOTE: I move the Board of Selectmen to authorize an additional \$200,000 ARPA funds for the Main Street Water Main Project.

It was noted that engineering will happen first, before the project upgrade.

ADDITIONAL ITEMS:

APPOINTMENT OF TEEN AND EMERGING TECHNOLOGY LIBRARIAN AND RECREATION PROGRAM AND PROPERTY COORDINATOR

Ms. Emberg explained that due to a previous resignation, the position of Teen and Emerging Technology Librarian has been vacant. After the Recruitment process, Donald Colon, Library Director, requests the hiring of Catherine Dwyer for the position.

The Recreation Program and Property Coordinator position is a newly created Wage and Personnel position. The need is for evening programming oversight and will help cover the full schedule of nighttime events; however the position is not expected to work year-round as evening programs slow down during the summer and over holidays. Susan Woodworth, Recreation Director, is requesting the hiring of Deborah Jean Willard for the position.

Motion by Ms. Vaughn, seconded by Mr. Alcombright, and a 4-0-0 vote,
VOTE: I move the Board of Selectmen to appoint Catherine Dwyer to the position of Teen and Emerging Technology Librarian, a Schedule D-7, Step 1, exempt position as part of the Wage and Personnel Bylaw, with the library with an anticipated start date of September 25, 2023, consistent with the terms of the offer letter.

Ms. Emberg asked about the new position. Mr. Hickey confirmed that the position was approved by the Wage and Personnel Board as well as Town Meeting and it was included in the budget that was approved at the Spring Town Meeting.

Motion by Ms. Vaughn, seconded by Mr. Alcombright, and a 4-0-0 vote,
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VOTE: I move the Board of Selectmen to appoint Deborah Jean Willard to the position of Program and Property Coordinator, an FY24 Schedule C1, less than a part-time position as part of the Wage and Personnel Bylaw, with the Recreation Department with an anticipated start date of September 13, 2023, and that's tomorrow consistent with the terms of the offer letter.

ACCEPTANCE OF RESIGNATION FROM COA ADVISORY BOARD

Ms. Emberg explained that on August 29, 2023, a resignation letter was received from Austin Sennett, immediately resigning from the COA Advisory Board.

Motion by Mr. Alcombright, seconded by Mr. Crone, and a 4-0-0 vote,

VOTE: I move the Board of Selectmen to accept the resignation of Austin Sennett effective immediately.

Ms. Emberg thanked Mr. Sennett for his service.

ACCEPTANCE OF DONATION

Ms. Emberg read that the Veteran's Department received the following donation for the Veteran's Department and is requesting the Board of Selectmen to accept.

Motion by Mr. Alcombright, seconded by Mr. Crone, and a 4-0-0 vote,

VOTE: I move the Board of Selectmen to accept the \$1,000 donation in gift cards from an anonymous donor to the Veteran's Department.

REVIEW OF FINANCIAL ASSISTANCE APPLICATION PROCESS

Ms. Emberg explained that when an application for financial assistance is submitted to the Town, the Outreach Coordinator is responsible for reviewing and recommending whether or not to provide financial assistance to the Board of Selectmen. Due to the resignation of the Outreach Coordinator, the process for Financial Assistance needs to be addressed to see who will be responsible for the review of the application.

Ms. Emberg contacted Tammy Murray to see if she would want to take on the responsibility as Ms. Murray fulfilled this duty in the past both as the former Director of Elder Services as well as when she was on the Board of Selectmen. Ms. Murray was on the phone and confirmed that she would be happy to fulfil the role again. Ms. Murray said that she previously had this responsibility when she was a Selectmen and currently does this for her work now so, she thought it would be a good fit.

Mr. Hickey added that this information is confidential and all understood.

Motion by Mr. Alcombright, seconded by Mr. Crone, and a 4-0-0 vote,

VOTE: I move the Board of Selectmen to appoint Tammy Murray as the designated person to review the Financial Assistance Applications and recommend assistance to the Board of Selectmen.

CLOSE SPECIAL TOWN MEETING WARRANT

The Special Town Meeting Warrant needs to be closed. A document listing all the additional warrant articles has been included in your Board materials. Mr. Hickey discussed that the COA Advisory Board can request with the Finance Committee.

Motion by Mr. Alcombright, seconded by Mr. Crone, and a 4-0-0 vote,

VOTE: I move the Board of Selectmen to close the October 2023 Special Town Meeting warrant.

OPEN SESSION MEETING MINUTES: AUGUST 29, 2023

Motion by Ms. Vaughn, seconded by Mr. Crone, and a 4-0-0 vote,

VOTE: I move the Board of Selectmen to accept the open session meeting minutes of August 29, 2023.

TOWN ADMINISTRATOR'S REPORT:

Mr. Hickey read from his report:

Financial Updates

- Finance Director Carol McCoy is meeting with the Water Commission on September 12 to continue discussing the Water Department's revenue shortfall. I will update the Board at the Selectmen's meeting on the results of that meeting.
- At their September 11th meeting, the Water Commissioners voted to increase water rates by .50 per 1,000 gallons across all rate tiers. The new rates will take effect November 1, 2023, and will be reflected on the March 2024 bills.

Project Updates

- The Playground Project was delayed due to weather. The contractor is expected back on site on September 13. Work is expected to be completed by September 15.
- The pedestrian improvement project at the Pembroke/Evergreen/Main St. intersection continues progressing. Sidewalk improvements are nearly complete. Final paving will occur sometime over the next couple of weeks. The installation of the crosswalk signals will begin in mid to late September. The project is expected to be finished by the end of October.

Personnel Update

- There are no personnel updates this week.

Miscellaneous Updates

- The Town of Duxbury Highway Safety Committee mistakenly did not include a discussion on limiting truck traffic on Bay and Landing Roads in their September 7th meeting. Their next meeting is October 6, where the topic will be discussed.
- It was brought to the attention of the Recreation Department and the Recreation Commission regarding the situation that arose this past weekend at the Opachinski Athletic Complex regarding the parking situation and the possible impact of responding to a public safety call.

The field scheduling of the property is collaboratively managed by the Recreation Department and the Kingston Youth Sports Organization (KYSO). The youth football league failed to inform anyone that there was a football event over the weekend, causing parking and safety concerns, which has representatives from each Sports organization using the complex assist in coordinating field usage at the property on behalf of those sports organizations.

At the Recreation Commission meeting last night, it was discussed that the KYSO sports leagues need to address the schedule and provide accurate field use information to the Recreation Department. It was also stated that if the leagues cannot come to a use consensus, on-field use at the complex would be suspended by the Recreation Commission.

- The Police and Fire Departments are monitoring the path of the hurricane that may impact the South Shore late this week. Based on the anticipated impact, Town staff and equipment will be deployed to meet the community's needs.

Ms. Emberg asked about the next steps for the proposed Sacred Heart development, and Mr. Hickey provided an update that the staff has met with the developer, and the developer has provided only a proposal and no other documentation but stated that there are number of obstacles the developer would need to overcome to move forward including changing the zoning of that area of town which includes getting Town Meeting approval as well as reducing the impervious surface.

SELECTMEN COMMENTS:

Ms. Emberg stated she is working on a schedule with the Chiefs for them to provide an update to the Selectmen; she asked Mr. Alcombright if there was anything specific he was looking for, and if so, she asked that he provide particular items, if necessary.

Mr. Alcombright requested an update about the crosswalk on Main; Mr. Hickey will inform the Board this week. Mr. Alcombright asked if the discussion of the café be added to an agenda, and Mr. Hickey said respectfully that this is an issue that should come before the COA Advisory Board before coming before the Selectmen.

Motion by Ms. Vaughn, second by Mr. Alcombright, and a 4-0-0 vote,

VOTE: I move to adjourn to executive session to not return to open session for the purpose of To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares.

The meeting adjourned at 7:25 p.m.

NEXT REGULAR MEETING:
SEPTEMBER 26, 2023

Respectfully submitted,

Patricia Tucker
Assistant to the Town Administrator/Board of Selectmen

Documents used at the meeting:

Agenda
Agenda Addendum
Donation
Minutes